

CENTRAL INTELLIGENCE AGENCY
2430 E Street, N.W.
Washington 25, D.C.

NIS CHAPTER IX MEMO NO. 41

DATE 6 June 1957

MEMORANDUM FOR: NIS Chapter IX Contributors

SUBJECT: Indication of Control Information in Chapters IX
and Sections 19

1. Several times in recent months we have been requested by OBI to identify the exact portions of a Section 19 or Chapter IX that required the control (NOFORN, etc.) applied to the entire Section or Chapter. Such a request necessitates our checking with the original contributors, since this information is not at present included with the original contributions.

2. To eliminate the extra work required to answer these requests long after the initial research is complete, we recommend that in the future all contributions to either Chapter IX or Section 19 contain the following control information:

a. The overall control on each page of the contribution, including the cover page.

b. An indication of the exact portions requiring control. It is suggested that this be done by placing the statement "Begin [redacted] etc." at the beginning of the portion and the statement "[redacted], etc." at the end. For emphasis, place a line above and below each statement as follows:

25X1X7

25X1X7

25X1X7

Begin [redacted]

3. There will be no change in the information on classification (SECRET, CONFIDENTIAL, etc.). Each page of the contribution will be stamped with the highest classification of any part of it, as in the past.

10 JUN 1957
o/ch/c